

**Preliminary Agenda**  
**Florida Department of Revenue**  
**Property Tax Administration Task Force**

**LOCATION: 5050 WEST TENNESSEE STREET, BUILDING "C", TALLAHASSEE FL**

**MEETING DATE: Wednesday, August 29, 2001**

- 10:00 AM**      **Full Membership Session – Jim Zingale, Chair**  
General Announcements: Approval of 6/27/01 Meeting Summary; Meeting Handouts  
**Full Membership Briefing**
- Welcome New Members – Clarification of roles and expectations
  - Real Property and Market Area Guidelines – Status report
  - Current Litigation – Status report
  - 2001 Legislation Implementation/Rules
  - Report on Property Tax Roll Approval Process
    - Action Plan in Response to Auditor General Report – Status report
- 11:30 – 12:30**      **Full Membership Discussion – Legislative Recommendations**
- Facilitated Discussion
  - Review and Ratify Legislative Recommendation Ballot Results
  - Discussion of Proposed Statutory Language
  - Proposed Changes to Statutory Language
- 12:30 – 1:00**      Lunch
- 1:00 – 2:00**      **Full Membership Discussion – New and On-Going Issues**
- Facilitated Discussion
  - Review of Proposed Issues for 2001-02 – Survey results
  - Identify Additional Issues for 2001-02
  - Discussion of Task Force Focus Group Structure
- 2:00 – 2:30**      **Focus Group Break-out Sessions – If Needed**
- Facilitated Discussion
  - Identify potential issues
  - Next Steps
- 2:30 PM**      **Full Membership Session**
- Reports to full membership – Focus group leaders
  - Wrap-up, closing, scheduling of next meeting
- 3:00 PM**      **Adjourn**